

## Project Progress Report

Project Name: **Grants, Contracts, and Loans Management System**

Reporting Period:	From:	June 1, 2008	To:	June 30, 2008
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Audience: Sadie Rodriguez-Hawkins, Jan Marie Ferrell, Polly Zehm, Allen Schmidt, Lynne McGuire, DIS, and ISB

Schedule Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

*(Green = project is on-time; Yellow = project is 10% behind schedule; Red = project is more than 10% behind schedule or a significant risk has arisen that could cause failure of the project)*

Budget Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

*(Green = project is on-budget; Yellow = project is 10% over budget; Red = project is more than 10% over budget or a significant risk has arisen that could cause failure of the project)*

Risk Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

*(Green = no new risks; Yellow = new risks are level 6 or less; Red = new risks are level 9)*

### Achievements

- Completed the "Monitor agreement progress" design documentation package and sent to OGMA.
- Completed the functional design specifications and prototypes for Progress Reports, Apply, Provider Registration, Fiscal, and Create/Publish.
- Ended the functional design sessions with Batching Transactions and Provider Registration. Provider registration was well attended with 34 staff from Ecology, CTED, GA, DIS, and OFM.
- Continue to review and adjust the testing scope analysis document based the category of "All Test", "Happy Path Test", and "No Test", and address any ambiguities.
- Developed a Message Service Bus model and preliminary design.
- Compiled a list of potential issues gathered during the design sessions. The team is analyzing and will dispose as appropriate.
- Attended a federal sub-award conference call.
- Met with SPI to discuss GCLM, how GCLM will affect them, and their I-Grants system.
- Met with the AG Office to discuss digital signature and the use of standard terms and conditions. This meeting proved to be very valuable with a positive result with both issues viewed as attainable and worth the effort.
- Completed mapping requirements to process and process to requirements.
- Completed a retrospective focusing on the past six months, which included the 45-day fit/gap analysis, functional point process workshops, and functional point design workshops.
- Conducted a product presentation of the O&PEN baseline solution for the ECMS agencies.

## Objectives for the next reporting period

- Implement the National Institute for Governmental Procurement (NIGP) commodity/service code structure.
- Compile reports gathered from CTED and Ecology staff.
- Complete testing scope analysis and ambiguities.
- Complete document matrix including workflow and business rules
- Complete document list including data elements
- Complete requirements for interfaces and message bus
- Complete design documentation for all functional areas and send to OGMA

## Schedule

### Major Milestones and Deliverables for June

- Finalize Monitor Progress report package

### Planned Major Milestones and Deliverables

- Pilot
  - **Pilot configuration requirements and design** **7/31**
    - Configure System 11/3
    - System Testing 11/19
      - Test Scripts
      - Testing Framework
      - Completed System Test
  - **User Acceptance Testing** **12/10**
  - **Re-baseline – Go/No-Go** **12/10**
- **ECY – CTED first program implementation** **1/12**
- Rollout to remaining programs 6/24
- Post implementation review 7/2

## Budget

<b>IT Project Pool:</b>		<b>5,463,810</b>
<b><i>Project-to-date (7/07 to 5/08)</i></b>		
<i>* Expense transactions recorded as of July 10</i>		
Salaries/Benefits	453,005	
Internal Administrative	223,645	
Software Package	260,000	
External QA	30,955	
External Testing	43,670	
Equipment	2,887	
Travel	1,938	
Goods & Services:	3,100	
<b>Total Expense:</b>	<b>1,019,200</b>	
<b>Project Balance:</b>	<b>4,444,610</b>	

## Issues

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## Risks

Newly discovered or re-arisen, including Risk Severity Indicator